

Pilot No. 3 : Determine How to Best Meet the Consolidated Plan Requirements

Focus: Consolidated Plan Document and Performance Reporting

Purpose:

To determine whether self-generated format (meeting statutory and regulatory requirements) reduces administrative burden and enhances participant's ability to report on program performance

Participants:

Miami Beach, FL; Westchester County, NY; Quincy, MA; State of Pennsylvania; King County, WA

Pilot Description:

Under this pilot, one or more grantees would design a format for providing Consolidated Plan information in the most appropriate and user-friendly way—as best determined by the grantee—while still complying with statutory and regulatory requirements; and include measurable goals appropriate to the grantee's activities.

As the working groups emphasized, HUD submission guidelines and annual action plan submission guidelines place burdensome requirements on grantees to submit information in a prescribed table. For example, HUD may require a narrative rather than allowing grantees to determine content and the format for displaying the information, such as charts and graphs.

Summary of Grantee Pilots:

King County, WA expects to develop a new Consolidated Plan format that is both less burdensome while meeting citizen participation requirements. Existing local documents and plans may be incorporated and include measurable goals appropriate to proposed activities. Existing tables will be studied and the formats modified to meet local objectives. The required narratives will be examined and modified if necessary to streamline the Plan. They expect to be completed by December 2004.

State of Pennsylvania will fulfill the second purpose of this pilot by moving to an “outcomes-based measures” focus rather than “activities” focus. The annual performance report is expected to be more meaningful and understandable for the public, policy makers and program administrators.

Miami Beach, FL planned to reference other documents to streamline the data and narrative information to make it easier to understand by citizens, other city staff, and local HUD staff.

Westchester County, NY plans to replace their hard copy Consolidated Plan that will be submitted as a CD ROM-oriented internet viewable edition. They expect that providing the information electronically on a CD-ROM and on the county's website will better convey the county's needs, the housing market, and the selected strategies over the 5 years. They expect that the public and agencies will be better engaged and provide better feedback and will measure attendance at meetings and visitors to the website.

Quincy, MA plans to test/evaluate whether the Consortium's self-generated format reduces the administrative burden, improves the readability of the Annual Action Plan, and enhances the ability to report on program performance. The city planned to use a streamlined template (Pilot 5) in the Annual Action Plan as a prelude to including it in their next Consolidated Plan.

Pilot No. 3 Status as of June 30, 2004

King County, WA developed a logic model that integrates goals contained in the Housing and Community Development Act, the state Growth Management Act goals, with their our overall Department's goals.

Quincy, MA included a streamlined template in its Annual Action Plan to track progress toward meeting their five-year goals, reduce administrative burden of developing the Consolidated Plan document, and enhance their ability to track and report on program performance. The new format streamlined the document and the process. The plan is more results oriented and tied in with the goals.

State of Pennsylvania submitted its draft Consolidated Plan that identified common and optional outcome measures to HUD for review. A revised version of the plan was made available on the Department of Commerce and Economic Development's Internet website in June. The plan is currently available at the Department's website: <http://www.inventpa.com/> under communities.

Miami Beach, FL prepared and submitted a Consolidated Plan that uses census data for comparison, highlighting changes that have taken place in the community since 1990, (i.e. reduction of severe cost burden). It's in a more readable format that low and moderate-income persons could easily understand, more user friendly.

Westchester County, NY demonstrated the format the used for the non-housing community development plan at a recent meeting of the National Association of County, Community and Economic Development Association and the HUD Field Office. The multimedia approach uses a variety of photographs, tables, and charts to show illustrate community development needs that were developed through a series of meetings in various parts of the county. The plan is posted on the Internet and is available at:

<http://www.westchestergov.com/planning/housing/ConsolidatedPlan04/WEB%20SITE/IntroPageHTML/ConPlan04.htm> .

The County reached out to its 11 county departments, PHAs, Section 8 offices, citizen groups, municipalities, non-profit agencies, and conducted public meetings to assist in identifying the non-housing needs and CDBG-eligible strategies to address them. The new format streamlined the document and process. Required tables were retained in the new plan, but other methods of illustrating these needs enhanced the significance of this information by enabling comprehension of this information on a wider scale.